

Amber Wright

From: Jeanine LeBlanc
Sent: Friday, March 3, 2017 8:09 AM
To: Dorothy Wallis
Subject: RE: 2000224936 Caring to Love Ministries December 2016 invoice

Ms. Wallis:

This is to confirm receipt of the requested information. We will let you know if we need anything else.

Thank you.

j

From: Dorothy Wallis [mailto:dwallis@ctlm.org]
Sent: Thursday, March 02, 2017 5:16 PM
To: Jeanine LeBlanc
Cc: Dorothy Wallis
Subject: 2000224936 Caring to Love Ministries December 2016 invoice
Importance: High

Dear Jeanine,

Below is your questions and our answers are in *blue*.

From Jeanine DCFS,

I am currently reviewing your January 2017 invoice. You are requesting \$195.00 for internet usage. Please provide payment of this expense.

Page 47 is our AT&T invoice for internet and data lines. The payment to AT&T is on Page 48. Our billing is for only \$195 which is in our Budget. However, we paid AT&T \$656.58 on check #17443.

You also requested reimbursement for payment Michael Choate CPA but did not provide an invoice or verification of payment.

We have not requested payment for Michael Choate in the month of January 2017. The amount is \$0 on page 3 of our Reimbursement Invoice.

The invoice submitted for J Ham Enterprises but is dated January 31, 2016, which is outside of the contract period. To include this reimbursement on your January 2017 invoice, please provide a copy of the January 2017 bill.

Jennifer Ham inadvertently dated her invoice January 31, 2016. It should have been January 31, 2017. Please find attached the corrected invoice.

Let me know if you have any questions.

Please confirm receipt of this email.

“Teamwork can help you accomplish greatness.”

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From: Jeanine LeBlanc [<mailto:Jeanine.LeBlanc.DCFS@LA.GOV>]
Sent: Thursday, March 2, 2017 4:49 PM
To: events@ctlm.org
Subject: FW: 2000224936 Caring to Love Ministries December 2016 invoice

From: Jeanine LeBlanc
Sent: Friday, February 24, 2017 3:31 PM
To: 'Dorothy Wallis'
Subject: RE: 2000224936 Caring to Love Ministries December 2016 invoice

Ms. Wallis:

We are still researching the November 2016 invoice. I will let you know as soon as I hear anything.

I am currently reviewing your January 2017 invoice. You are requesting \$195.00 for internet usage. Please provide payment of this expense.

You also requested reimbursement for payment Michael Choate CPA but did not provide an invoice or verification of payment.

The invoice submitted for J Ham Enterprises but is dated January 31, 2016, which is outside of the contract period. To include this reimbursement on your January 2017 invoice, please provide a copy of the January 2017 bill.

Please provide the missing information no later than close of business Wednesday, March 1, 2017.

Let me know if you have any questions.

Jeanine LeBlanc

Jeanine LeBlanc
ES Program Consultant
Dept. Children and Family Services
627 North Fourth Street, 5-321
Baton Rouge, LA 70802
Jeanine.LeBlanc@la.gov
Office 225-342-5417
Fax 225-342-2536

From: Dorothy Wallis [<mailto:dwallis@ctlm.org>]
Sent: Tuesday, February 21, 2017 3:12 PM
To: Jeanine LeBlanc
Cc: Dorothy Wallis
Subject: RE: 2000224936 Caring to Love Ministries December 2016 invoice

Good Morning Jeanine,

Appreciate you for assisting me during my phone call earlier this morning in the mist of your very busy day.

When you open the attachments you will find that we did receive checks for the months of October 2016 and December 2016. Likewise, when you open the OSRAP report attachment you will confirm that we are not in receipt of the November 2016 check.

When you find out when we can expect our November 2016 check please let me know; in addition to confirming receipt of this email request.

Thank you,

Loving Life,

Dorothy Wallis, M.Div
President & CEO


225-215-0004 off
225-273-5931 fax
dwallis@ctlm.org

“Teamwork can help you accomplish greatness.”

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From: Jeanine LeBlanc [<mailto:Jeanine.LeBlanc.DCFS@LA.GOV>]
Sent: Tuesday, February 7, 2017 1:46 PM
To: Dorothy Wallis <dwallis@ctlm.org>
Subject: 2000224936 Caring to Love Ministries December 2016 invoice

Ms. Wallis:

Attached is a copy of your December 2016 invoice. No changes were made to the amount.

Jeanine LeBlanc

Jeanine LeBlanc
ES Program Consultant
Dept. Children and Family Services
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